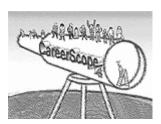
CareerScope ®



Assessment Profile

Date of Report: 4/24/2013

LEE GORDON

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Date of Interest Administration: 02/21/2007 Date of Aptitude Administration: 02/21/2007

02/21/2007

INTEREST INVENTORY

Occupations have been divided into twelve large groups, called Interest Areas, based upon the kind of activities workers perform. The *CareerScope* Interest Inventory includes a list of work activities from the twelve Interest Areas. This report examines your responses to the interest inventory items to help you choose the kind of work you will most enjoy.

I. Interest Area Scores

Your total number of "LIKE," "?" and "DISLIKE" responses for each Interest Area are reported below. Percentile scores show the percentage of other people who gave fewer "LIKE" responses than you did in each Interest Area. A percentile score of 50 shows average interest; 70 or higher shows above average interest as compared to other people. Percentile scores are listed below for males and females as well as for the total group. Your percentile scores are based upon a comparison between your results and the results of people who are 17 years of age or younger.

					Perc	entiles		Percent	
Inter	est Area	<u>Like</u>	?	<u>Dislike</u>	Total	_M /	<u> </u>	<u>Like</u>	<u>IPA</u>
01	Artistic	3	2	9	47	52	42	21	
02	Scientific	11	1	1	96	97	95	85	1
03	Plants/Animals	4	3	4	77	78	76	36	
04	Protective	2	0	10	43	38	47	17	
05	Mechanical	2	3	7	57	38	75	17	
06	Industrial	1	0	11	64	65	63	8	
07	Business Detail	4	5	3	64	83	45	33	
08	Selling	4	1	5	78	83	72	40	
09	Accommodating	3	0	7	58	65	51	30	
10	Humanitarian	8	2	1	84	95	72	73	2
11	Leading/Influencing	4	2	8	57	66	48	29	
12	Physical Performing	2	0	8	47	28	65	20	

Your most significant Interest Areas are identified in the "IPA" column and are based upon data found in the "Percent Like" column. Please refer to the Individual Profile Analysis on the next page for more detailed information.

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II. Individual Profile Analysis

The table below reports and displays the percentage of "LIKE" responses that you recorded within each of the twelve Interest Areas. The dark vertical line in the chart is your average percentage of "LIKE" responses (34%) across all twelve Interest Areas.

Interest	<u>Area</u>	% Like	
01 A	Artistic	21	
02 S	Scientific	85	
03 P	Plants/Animals	36	
04 P	Protective	17	
05 N	Mechanical	17	
06 I	industrial	8	
07 B	Business Detail	33	
08 S	Selling	40	
09 A	Accommodating	30	
10 H	Humanitarian	73	
11 L	_eading/Influencing	29	
12 P	Physical Performing	20	

The *CareerScope* system has analyzed your profile. The following Interest Areas stand out significantly above your average level of interest:

02 Scientific

10 Humanitarian

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APTITUDE ASSESSMENT

I. Performance on Tasks

The table below reports the number of correct answers and the number of questions you attempted in each assessment task.

<u>Task</u>	<u>Correct</u>	<u>Attempts</u>
Object Identification	16	16
Abstract Shape Matching	16	22
Clerical Matching	12	13
Pattern Visualization	11	17
Computation	11	13
Numerical Reasoning	17	23
Word Meanings	15	20

II. Aptitude Profile

The table below reports and graphically displays your aptitudes as standard scores and as percentile scores. Both types of scores involve the comparison of your performance against the performance of 10th grade students.

An aptitude score of 100 is exactly average. Scores between 80 and 120 can be thought of as "in the average range." Percentile (%tile) scores report the percentage of people who score below you. The graph displays your relative strengths. Different combinations of aptitudes (listed on the left) are important in different Work Groups.

<u>Aptitude</u>	Score	%tile	Average Range
General Learning Ability	105	60	
Verbal Aptitude	95	40	
Numerical Aptitude	101	52	
Spatial Aptitude	94	38	
Form Perception	112	73	
Clerical Perception	113	74	
•Motor Coordination	100	50	
•Finger Dexterity	100	50	
•Manual Dexterity	100	50	

⁻⁻⁻ Score can not be calculated

[•]Your aptitude profile may include Motor Coordination, Finger Dexterity and Manual Dexterity scores. The sources of these scores are listed below. If "Counselor" is listed as the source of information, an assumption has been made regarding the score. If "None" is listed as the source, the performance factor will not be considered when making Work Group recommendations. Motor Coordination:COUNSELOR; Finger Dexterity: COUNSELOR; Manual Dexterity: COUNSELOR.

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RECOMMENDATIONS

The U.S. Department of Education has organized career preparation programs into sixteen large Clusters. The Clusters are then divided into Career Pathways. All occupational specialty programs within a specific Career Pathway require a common set of basic skills (i.e., reading, writing, mathematics, computer skills, etc.) as well as a common set of technical skills and knowledge.

The Career Clusters and Pathways that are listed below were established by comparing your assessment results to all occupational specialty profiles within the USDOE career pathway system. When a pathway is listed, it means *your interest and your aptitude* results are aligned with a higher percentage of career specialties within the pathway. As you review this report, keep the following points in mind: (1) the listed specialty programs lead to employment in high skill occupations that are growing or are widely available in the U.S. economy and (2) each Career Pathway that is listed includes an illustrative sample of possible specialty programs.

Here are some tips for using this report:

- When you find information reported in the "Interest Area and Rank" column to the right of an
 occupational specialty, it means one of your high interest areas is related to the specialty. When the
 number "1" is reported, it means the career program is related to your strongest area of interest. The
 name of the corresponding high Interest Area is also reported.
- When you see a O in the "Aptitude" column, next to a specialty title, it means there is a reasonable probability that your abilities are aligned with critical learning demands in the program. When you see a
 in the "Aptitude" column, it means there is a stronger probability that your abilities are aligned with critical learning demands in the program.
- If you do not see alignment of your assessment results with the reported specialties in a pathway, your results are nevertheless aligned with a significant proportion of other specialties in the pathway.

 Remember that the illustrative sample is small, to control report length. Review your Summary Report for important information about the percentage of specialties that match your personal results.
- Review all of the information in this report and then gather additional information about the listed career specialties, Career Pathways and Career Clusters so you can find Career Pathways and Career Clusters that emphasize your learning capacities and your interests.
- Remember, your assessment outcomes can change as a result of development, learning and motivation.

Cluster 5 Education and Training

Activities in Cluster 5 involve educating and training people from children to adults. Specialties range from pre-school teachers to university professors to museum curators.

Pathway 5.20 Support Services

Assist others with personal needs, mental health assistance, educational goals and career decision making.

Specialty	Interest Area	<u>Aptitude</u>	
5.2002 Social Workers	Humanitarian	(2)	0
5.2004 Counselors	Humanitarian	(2)	0
5.2005 Speech-Language Pathologists and Audiologists	Scientific	(1)	

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Pathway 5.30 Teaching and Training

Communicate knowledge of a specific subject, inspire trust and confidence, and motivate learners.

Specialty	Interest Area & Rank		<u>Aptitude</u>	
5.3001 Preschool, Kindergarten Teachers	Humanitarian	(2)	0	
5.3002 Elementary Teachers			0	
5.3004 Special Education Teachers	Humanitarian	(2)	0	
5.3005 Preschool, Kindergarten Teacher Aides			0	
5.3006 Elementary Teacher Aides			0	
5.3007 Secondary Teacher Aides			0	
5.3008 Special Education Teacher Aides			0	
5.3010 Human Resource Trainers			0	
5.3013 Child Care Directors			•	
5.3014 Child Care Workers	Humanitarian	(2)	•	
5.3015 Child Life Specialist	Humanitarian	(2)	•	
5.3016 Nanny	Humanitarian	(2)	•	
5.3017 Early Childhood Teachers	Humanitarian	(2)	0	
5.3018 Teacher Aides			0	
5.3019 Group Workers and Assistants			•	

Cluster 8 Health Science

Activities in Cluster 8 involve developing and providing medical diagnoses and treatment. Specialties range from home health aides to doctors to bioscientists.

Pathway 8.10 Therapeutic Services

Improve patient health by providing care, treatment, counseling and health education information.

Specialty	Interest Area	& Rank	<u>Aptitude</u>
8.1002 Anesthesiologist Assistant	Humanitarian	(2)	0
8.1003 Art / Music / Dance Therapist(s)	Humanitarian	(2)	0
8.1004 Athletic Trainer	Humanitarian	(2)	0
8.1005 Audiologist	Scientific	(1)	
8.1006 Certified Nursing Assistant	Humanitarian	(2)	•
8.1008 Dental Assistant / Hygienist	Humanitarian	(2)	•
8.1009 Dental Lab Technician			•
8.1010 Dentist	Scientific	(1)	
8.1011 Dietician			0
8.1013 Emergency Medical Technician (EMT)	Humanitarian	(2)	•
8.1015 Home Health Aide	Humanitarian	(2)	•
8.1017 Licensed Practical Nurse	Humanitarian	(2)	0
8.1021 Occupational Therapist / Asst	Humanitarian	(2)	0
8.1023 Optometrist	Scientific	(1)	
8.1025 Paramedic	Humanitarian	(2)	•
8.1027 Physical Therapist / Assistant	Humanitarian	(2)	0
8.1028 Physician (MD/DO)	Scientific	(1)	
8.1031 Recreation Therapist	Humanitarian	(2)	0
8.1032 Registered Nurse	Humanitarian	(2)	0
8.1033 Respiratory Therapist	Humanitarian	(2)	0
8.1035 Speech Language Pathologist	Scientific	(1)	

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Pathway 8.10 Therapeutic Services

Improve patient health by providing care, treatment, counseling and health education information.

<u>Specialty</u>	Interest Area & Ra	Interest Area & Rank		
8.1036 Surgical Technician	Humanitarian	(2)	•	
8.1037 Veterinarian/ Vet Tech	Scientific	(1)		

Pathway 8.20 Diagnostic Services

Use tests and evaluations to detect, diagnose and treat diseases, injuries or other physical conditions.

Specialty	Interest Area	& Rank	<u>Aptitude</u>
8.2002 Clinical Lab Technician	Scientific	(1)	•
8.2003 Computer Tomography (CT) Technologist	Humanitarian	(2)	0
8.2004 Cytogenetic Technologist	Scientific	(1)	•
8.2005 Cytotechnologists	Scientific	(1)	•
8.2011 Histotechnician	Scientific	(1)	•
8.2012 Histotechnologist	Scientific	(1)	•
8.2013 Magnetic Resonance (MR) Technologist	Humanitarian	(2)	0
8.2015 Medical Technologist / Clinical Laboratory Scientist	Scientific	(1)	•
8.2016 Nuclear Medicine Technologist	Humanitarian	(2)	0
8.2017 Nutritionist			0
8.2019 Pathology Assistant	Scientific	(1)	•
8.2021 Positron Emission Tomography (PET) Technologist	Humanitarian	(2)	0
8.2022 RadiologicTechnologist/Radiographer	Humanitarian	(2)	0

Pathway 8.40 Support Services

Provide clean and healthy environments for work and the delivery of health care.

Specialty	Interest Area & Rank		<u>Aptitude</u>	
8.4002 Biomedical / Clinical Technician	Scientific	(1)	•	
8.4004 Environmental Health and Safety	Scientific	(1)	•	
8.4006 Facilities Manager			•	
8.4009 Industrial Hygienist			•	
8.4010 Materials Management			•	
8.4011 Transport Technician			•	

Pathway 8.50 Biotechnology Research and Development

Study diseases to discover new treatments, invent medical devices to assist patients or to improve the accuracy of diagnostic tests.

Specialty	Interest Are	ea & Rank	<u>Aptitude</u>	
8.5001 Biochemist	Scientific	(1)		
8.5002 Bioinformatics Associate				
8.5003 Bioinformatics Scientist				
8.5004 Bioinformatics Specialist				
8.5006 Biostatistician				
8.5007 Cell Biologist	Scientific	(1)		
8.5011 Lab Assistant-Genetics	Scientific	(1)	•	
8.5012 Lab Technician	Scientific	(1)	•	
8.5013 Microbiologist	Scientific	(1)		
8.5014 Molecular Biologist	Scientific	(1)		

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Pathway 8.50 Biotechnology Research and Development

Study diseases to discover new treatments, invent medical devices to assist patients or to improve the accuracy of diagnostic tests.

<u>Specialty</u>	Interest Area & R	Interest Area & Rank		
8.5018 Regulatory Affairs Specialist			•	
8.5019 Research Assistant	Humanitarian	(2)	•	

Cluster 10 Human Services

Activities in Cluster 10 involve caring for people's personal needs and/or problems. Specialties range from hairdressers to funeral directors to counselors.

Pathway 10.10 Early Childhood Development and Services

Nurture and teach children in daycare centers, schools, and homes.

Specialty	Interest Area	& Rank	<u>Aptitude</u>
10.1001 Directors, Child Care Facilities			•
10.1002 Assistant Directors, Child Care Facilities			•
10.1003 Preschool Teachers	Humanitarian	(2)	0
10.1004 Educators for Parents			0
10.1005 Nannies	Humanitarian	(2)	•
10.1006 Child Care Workers	Humanitarian	(2)	•
10.1007 Teacher's Assistants			0
10.1008 Child Care Assistants	Humanitarian	(2)	•

Pathway 10.20 Counseling and Mental Health Services

Assist people with personal, family, educational, mental health, and career decisions or problems.

Specialty	Interest Area	& Rank	<u>Aptitude</u>
10.2001 Clinical, Counseling, & School Psychologists	Humanitarian	(2)	0
10.2002 School Counselors	Humanitarian	(2)	0
10.2003 Industrial-Organizational Psychologists			0
10.2005 Substance Abuse and Behavioral Disorder Counselors	Humanitarian	(2)	0
10.2006 Nutritional Counselors			0
10.2008 Mental Health Counselors	Humanitarian	(2)	0
10.2009 Rehabilitation Counselors			•
10.2010 Residential Counselors			•

Pathway 10.30 Family and Community Services

Provide assistance through social service organizations to individuals who have difficulties caring for themselves.

Specialty	Interest Area	& Rank	<u>Aptitude</u>
10.3001 Community Service Directors			•
10.3006 Human Services Workers	Humanitarian	(2)	0
10.3007 Social Services Workers	Humanitarian	(2)	0
10.3010 Leisure Activities Counselors			•
10.3011 Employment Counselors	Humanitarian	(2)	0
10.3012 Career Counselors	Humanitarian	(2)	0
10.3016 Residential Advisors			•
10.3018 Community Food Service Workers			•
10.3019 Community Housing Service Workers			•

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Pathway 10.30 Family and Community Services

Provide assistance through social service organizations to individuals who have difficulties caring for themselves.

Specialty	Interest Area &	Rank	<u>Aptitude</u>
10.3020 Social and Human Services Assistants	Humanitarian	(2)	0

Pathway 10.40 Personal Care Services

Provide services to individuals to improve their physical appearance and well-being.

<u>Specialty</u>	Interest Area & Rank	<u> Aptitude</u>
10.4001 Barbers		•
10.4002 Cosmetologists, Hairdressers, and Hairstylists		•
10.4003 Shampooer		•
10.4004 Nail Technicians, Manicurists and Pedicurists		•
10.4007 Electrolysis Technicians		•
10.4008 Electrologists		•
10.4010 Embalmers	Scientific (1)	•
10.4014 Spa Attendants		•
10.4015 Personal Trainers	Humanitarian (2)	0
10.4016 Massage Therapists	Humanitarian (2)	•

Cluster 12 Law, Public Safety and Security

Activities in Cluster 12 involve protecting people and enforcing laws. Specialties range from EMTs to police officers to lawyers.

Pathway 12.10 Correction Services

Oversee individuals who have been confined to jail and/or work towards their treatment and return to society.

Specialty	Interest Area	& Rank	<u>Aptitude</u>
12.1002 Case Managers	Humanitarian	(2)	0
12.1003 Community Corrections and Parole Officers	Humanitarian	(2)	0
12.1005 Private Corrections Officer			•
12.1007 Correctional Officers and Jailers			•
12.1008 Probation Officers	Humanitarian	(2)	0
12.1012 Corrections Guard			•
12.1013 Jailers			•

Cluster 13 Manufacturing

Activities in Cluster 13 involve creating products from raw materials. Specialties range from welders to Industrial and Manufacturing Engineers.

Pathway 13.40 Precision Technology Processes

Monitor the quality of raw materials, use of proper standards and procedures and the final product to make sure that products meet performance requirements.

Specialty	Interest Are	Interest Area & Rank	
13.4005 Quality Control Technicians	Scientific	(1)	0
13.4006 Medical Appliance Makers			•
13.4007 Precision Optical Goods Workers			•
Results based on Interest Only w	J		
Results based on Aptitude Only w	ould generate recommendations.		

CLUSTER LEGEND

Cluster - 1 Agriculture, Food and Natural Resources

Activities in Cluster 1 involve creating and distributing food and other natural resources, including various plant and animal products. Specialties range from farm workers to bioscientists.

Cluster - 2 Architecture and Construction

Activities in Cluster 2 involve designing, constructing and maintaining buildings and structures of all types. Specialties range from construction workers to architects and engineers.

Cluster - 3 Arts, A/V Technology and Communications

Activities in Cluster 3 involve developing and producing multimedia content; performing arts; journalism; and entertainment. Specialties range from actors to newscasters to website developers.

Cluster - 4 Business, Management and Administration

Activities in Cluster 4 involve planning, launching and running a successful business and are available in fields throughout the entire job market. Specialties range from receptionists to CEO's of companies.

Cluster - 5 Education and Training

Activities in Cluster 5 involve educating and training people from children to adults. Specialties range from pre-school teachers to university professors to museum curators.

Cluster - 6 Finance

Activities in Cluster 6 involve handling money for individuals and businesses. Specialties range from bank tellers to personal financial planners to economists.

Cluster - 7 Government and Public Administration

Activities in Cluster 7 involve running a nation, state, county, city or town. This includes planning, protecting, and managing people and resources. Specialties range from a court clerk to city manager to President.

Cluster - 8 Health Science

Activities in Cluster 8 involve developing and providing medical diagnoses and treatment. Specialties range from home health aides to doctors to bioscientists.

Cluster - 9 Hospitality and Tourism

Activities in Cluster 9 involve providing for the needs and comforts of restaurant or hotel guests. Specialties range from cooks to tour guides to hotel owners.

Cluster - 10 Human Services

Activities in Cluster 10 involve caring for people's personal needs and/or problems. Specialties range from hairdressers to funeral directors to counselors.

Cluster - 11 Information Technology

Activities in Cluster 11 involve developing and maintaining computers, software, and network systems. Specialties range from help desk technician to database security expert to systems architect.

Cluster - 12 Law, Public Safety and Security

Activities in Cluster 12 involve protecting people and enforcing laws. Specialties range from EMTs to police officers to lawyers.

Cluster - 13 Manufacturing

Activities in Cluster 13 involve creating products from raw materials. Specialties range from welders to Industrial and Manufacturing Engineers.

Cluster - 14 Marketing, Sales and Services

Activities in Cluster 14 involve selling products or services to customers or clients. Specialties range from cashiers to sales agents to entrepreneurs.

Cluster - 15 Science, Technology, Engineering and Mathematics

Activities in Cluster 15 involve using science and math to understand and/or change the world in which we live. Specialties range from nutritionists to geoscientists to nuclear engineers.

Cluster - 16 Transportation, Distribution and Logistics

Activities in Cluster 16 involve moving people or things from one place to another by road, pipeline, air, rail and water. Specialties range from bus drivers to auto mechanics to air traffic controllers.

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INTEREST AREAS

Occupations have been divided into twelve broad interest areas. The *CareerScope* Interest Inventory contains items that describe work activities from these Interest Areas. The table below explains the Interest Areas and lists some of the fastest-growing occupations within each area.

<u>Interest Area</u>	<u>Definition</u>	Occupational Examples
01 Artistic	An interest in creative expression of feeling or ideas through literary arts, visual arts, performing arts, or crafts.	Writer, Painter, Actor, Editor, Dancer, Singer, Graphic Designer, Set Designer
02 Scientific	An interest in discovering, collecting, and analyzing information about the natural world and applying scientific research findings to problems in medicine, the life sciences, and the natural sciences.	Physician, Audiologist, Veterinarian, Biologist, Biologist, Speech Pathologist, Laboratory Technician
03 Plants/Animals	An interest in activities involving plants and animals, usually in an outdoor setting.	Gardener, Animal Groomer, Landscaper, Forester, Animal Caretaker
04 Protective	An interest in using authority to protect people and property.	Police Officer, Private Investigator, Security Guard, Bodyguard, Park Ranger, Correctional Officer
05 Mechanical	An interest in applying mechanical principles to practical situations using machines, hand-tools, or techniques to produce, build, or repair things.	Electrical Engineer, Architect, Carpenter, Chef, Mechanic, Ambulance Driver, Project Engineer, Computer Equipment Repairer
06 Industrial	An interest in repetitive, concrete, organized activities in a factory setting.	Machinist, Dry Cleaner, Baker, Welder, Laborer, Lathe Operator, Hand Packager
07 Business Detail	An interest in organized, clearly defined activities requiring accuracy and attention to details, primarily in an office setting.	Bill Collector, Secretary, Receptionist, Customer Service Representative, Health Information Technician
08 Selling	An interest in bringing others to a point of view by personal persuasion, using sales and promotional techniques.	Sales Representative, Stadium Vendor, Clothing Salesperson, Telephone Solicitor, Financial Planner, Travel Agent
09 Accommodating	An interest in catering to the wishes and needs of others, usually on a one-to-one basis, through hospitality and service work.	Manicurist, Restaurant Host, Waiter, Waitress, Personal Shopper, Flight Attendant
10 Humanitarian	An interest in helping individuals with their mental, social, spiritual, physical and vocational concerns, through medical or social services, therapy, or nursing.	Home Care Aide, Physical Therapist, Nurse, Medical Assistant, Child Care Worker, Dental Hygienist, Counselor, Probation Officer
11 Leading/Influencing	An interest in leading and influencing others by using high-level verbal or numerical abilities in business, education, research, or management positions.	Database Administrator, Paralegal, Teacher, Computer Engineer, Lawyer, Stock Broker, Computer Programmer
12 Physical Performing	An interest in physical activities performed before an audience, such as sports or daring physical feats.	Athlete, Coach, Movie Stunt Performer, Juggler, Sports Instructor

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CareerScope® Assessment Profile

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APTITUDES

Different combinations of aptitudes are important for different occupations. The table below lists the aptitudes that are measured by *CareerScope*, and provides general examples and specific job tasks that require these aptitudes.

<u>Aptitude</u>	<u>Definition</u>	Specific Job Tasks	<u>CareerScope Tasks</u>
General Learning (G)	The ability to "catch on" or understand instructions and underlying principles; ability to reason and make judgements. Closely related to doing well in school. Examples Use logic or scientific facts to define problems and draw conclusions; make decisions and judgements; plan and supervise the work of others.	Diagnose and treat illnesses or injuries; use facts to solve a crime; plan the layout of a computer network; inspect and test engine parts.	Pattern Visualization, Numerical Reasoning, Word Meanings
Verbal Aptitude (V)	The ability to understand the meaning of words and to use them effectively; ability to comprehend language, to understand relationships between words, and to understand the meanings of whole sentences and paragraphs. Examples Understand oral or written instructions or guidelines; understand and use training materials; use work-related reference materials.	Write a novel; interview guests on a radio talk show; edit newspaper articles for publication; write captions for magazine photos; take notes during class.	Word Meanings
Numerical Aptitude (N)	The ability to perform arithmetic operations quickly and accurately. Examples Make accurate numeric measurements; make change from currency; lay out geometric patterns.	Analyze statistical data; develop budgets for an organization; measure wall openings to fit and install windows; add lists of numbers.	Computation, Numerical Reasoning
Spatial Aptitude (S)	The ability to think visually of geometric forms and to comprehend the two-dimensional representation of three-dimensional objects; ability to recognize the relationships resulting from the movement of objects in space. Examples Lay out or position objects; observe and comprehend the movements of objects; understand the effects of physical stresses on objects.	Design layouts for new highway systems; create diagrams of wiring systems in buildings; use patterns to make clothing; operate a forklift; use a floor plan to find an office.	Pattern Visualization
Form Perception (P)	The ability to perceive detail in objects or in pictorial or graphic material; ability to make visual comparisons and discriminations and see slight differences in shapes and shadings of figures and widths and lengths of lines. Examples Inspect objects for flaws or scratches; determine whether patterns are the same; observe color, texture, and size of objects.	Examine and compare cells under a microscope; check temperature gauges on machinery; inspect parts on an assembly line; sort merchandise by size.	Object Identification, Abstract Shape Matching
Clerical Perception (Q)	The ability to perceive pertinent detail in verbal or tabular material; ability to observe differences in copy, to proofread words and numbers, and to avoid perceptual errors in arithmetic computation. Examples Check work orders and specifications for errors.	Proofread manuscripts for typographical errors; keep inventory records; sort mail according to zip code; operate a cash register.	Clerical Matching

Motor Coordination	The ability to coordinate eyes and hands or fingers rapidly and accurately in making precise movements with speed. Examples	Add objects to a moving assembly belt; distribute handbills to passers-by.	CareerScope does not directly measure these aptitudes. However,
(K)	Guide objects into position; make quick and accurate movements.		based upon your use
Finger Dexterity (F)	The ability to move the fingers and manipulate small objects with the fingers rapidly or accurately. Examples Grasp and manipulate small objects; make fine adjustments to machinery; play a musical instrument.	Repair a watch; play the piano; replace eyeglass screws; put coins in a parking meter.	of the computer mouse, it is assumed that your scores are at least average. Your counselor may choose to directly assess
Manual Dexterity (M)	The ability to move the hands easily and skillfully; ability to work with the hands in placing and turning motions. Examples Move, stack, turn, or place objects; make coordinated movements of the arms and hands.	Stack bricks to construct a wall; pack oranges into crates; position dolls in a toy store window display.	these aptitudes and report your actual scores.